

Manga Muni Shankar

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CAREER OBJECTIVE

Finance-oriented graduate with strong Excel, financial data analysis and reconciliation skills, seeking an **Accounts Payable** role at Regal Rexnord. Experienced in building finance dashboards that track sales, profit, discounts and COGS, and in validating large datasets for accuracy. Detail-oriented, comfortable with structured processes and deadlines, and ready to work **fully onsite** supporting invoice booking, vendor and bank reconciliations, expense claims and timely vendor payments.

CORE SKILLS

Accounts Payable Support: Invoice data validation, GR/IR-style matching and exception analysis, vendor and ledger reconciliation, bank reconciliation support, expense claim and advance tracking

Finance & Controls: Financial analysis, COGS and cost tracking, KPI and MIS reporting, attention to approval limits and policy compliance, audit-ready documentation

Tools: Advanced Excel (lookups, pivot tables, Power Query), SQL, Power BI, Tableau, DAX, Python (Pandas, NumPy)

Professional Strengths: Accuracy and attention to detail, root cause analysis, deadline management, cross-functional coordination, clear written and verbal communication

RELEVANT PROJECTS & EXPERIENCE

Finance Dashboard | Power BI

- Built a finance dashboard tracking sales, profit, discounts and cost of goods sold (COGS) across products, segments and countries.
- Modeled financial data and created DAX measures to produce accurate monthly and yearly figures for stakeholder review, mirroring month-end reporting discipline.
- Used trend analysis to spot variances and unusual movements, the same approach applied when reconciling differences in vendor and bank balances.

Adventure Works Sales & Profit Dashboard | Excel, SQL, Power BI, Tableau

- Retrieved and consolidated data from multiple sources using SQL and Excel, then cross-checked totals for completeness and accuracy.
- Produced monthly, yearly, product-wise and region-wise performance reports with KPIs and slicers to support cross-functional decisions.
- Created repeatable, automated reporting that reduced manual effort and improved consistency.

Superstore Sales Dashboard | Power BI

- Analyzed multi-region transaction data and built an interactive dashboard with drill-through views for business stakeholders.
- Developed a 15-day sales forecasting model with clean, scalable data models to keep reporting consistent across metrics.

EDUCATION

B.Tech, Computer Science Engineering | Vemu Institute of Technology, P. Kothakota | Dec 2021 – May 2025

CERTIFICATIONS

- Future Skills Prime Certificate for Data Analyst – Dec 2025
- Certificate for Skill Competency in AI Data Quality Analyst – Jun 2025

WHY THIS ROLE

My analytical and Excel background maps directly to AP tasks such as matching invoices against receipts, reconciling vendor and bank statements, and resolving differences on time. I am eager to learn SAP-based AP processes, the authority matrix, travel and expense policy checks, and EXIM and duty payment coordination in a global manufacturing environment.